MLTI Participation Packet 2013

For more information, please visit:
http://www.maine.gov/mlti/deployment

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THIS PACKET CONTAINS:
MLTI Program Description
Student and Staff Eligibility Guidelines
Participation and Funding Information
MLTI Participation Form 2013

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MLTI Program Description

Goals

The MLTI goals remain:

- Equity
- Integration with Maine's Learning Results
- Sustainability / Avoiding Obsolescence
- Teacher Preparation and Professional Development
- Economic Development

At a school and classroom level, these goals can be translated into a few more tangible actionable goals: 1) changing teacher practices in ways that leverage technology to facilitate a student-centered learning environment, and 2) active participation in on-going professional development efforts.

Professional Development

Hewlett Packard (HP) in collaboration with Education Networks of America (ENA) has designed an overall professional development plan (PDP) specifically to address transforming education and the classroom experience. This PDP takes into consideration that educator and leader adoption of technology instruction and skill levels vary widely, so HP has carefully selected a robust variety of professional development offerings. These offerings not only meet the learning needs of novice to experienced technology users but also provide a selection of professional development opportunities to ensure sustainability and support expanding various educator and leader capabilities around effective instruction for teaching and learning in a 1:1 environment.

Professional Development Partners and Delivery Modes

The PDP leverages the skills and experience of seasoned professional development partners, with a long-term commitment to education, and includes state-level consulting, leader-led or train-the-trainer workshops, online facilitator-led or self-paced classes, video tutorials, webinars, and a robust selection of other online resources to meet the needs and learning styles of educators and leader learners. Professional development partners include: HP, Microsoft, Intel, McREL, Atomic Learning, ClassLink and Common Sense Media with ENA providing project management services.

Summary of Leader-Led Facilitated Professional Development Offerings

Leader-led workshops and training sessions for educators, leaders and technology administrators are to be delivered over a four year period, and include Intel and/or Microsoft workshops for novice, intermediate and advanced users, ClassLink workshops, HP technical workshops, and McREL advanced 1:1 technology integration and quality instructional strategies workshops for mentor educators and leaders.

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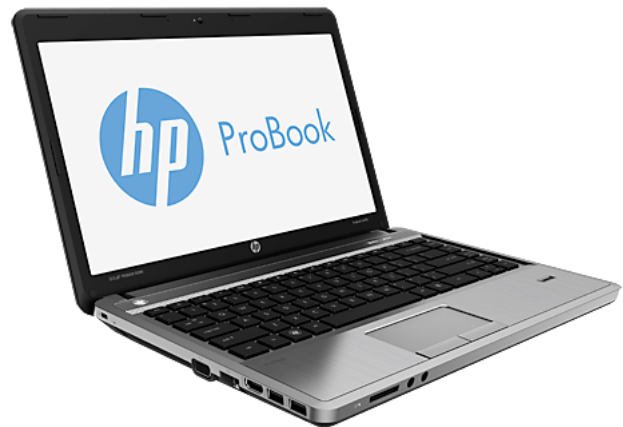### Summary of Online Self-Paced Professional Development Offerings

The PDP offers a broad selection of online resources and self-paced training provided with all HP devices. Included are: Atomic Learning Integrate and Mobilize tutorials, Common Sense Media K-12 Digital Literacy and Citizenship Project and Learning Ratings for Educators courses and resources, Intel Teach Elements Series, Education and Engage Community courses and Network courses and communities.

Personal Digital Device

HP ProBook 4440s Notebook

The HP ProBook 4440s is a fully functioning personal computer optimized for Genuine Windows® 7. It supports the Microsoft Windows Professional operating system, and is configured with dedicated components including system memory, hard drive, and wired and wireless network connections. It offers multimedia tools, easy-to-use security, and aluminum casing for added protection. The HP ProBook 4440s includes a spill resistant standard-sized keyboard, brushed aluminum finish for durability and style, and wear-resistant HP DuraFinish to keep the keyboard looking newer longer. The HP ProBook 4440s configuration includes a Touchpad with gestures support, including an on/off button with LED indicator, two-way scroll, and two pick buttons. The HP ProBook 4440s Notebook PC is designed for efficient and comfortable use with a minimum amount of fatigue or adverse physical effects. The HP ProBook 4440s Notebook PC is configured with a battery pack, which will enable the portable computing device to last through a typical school day, and will recharge in a time period less than overnight. The battery can be recharged by the student at home or elsewhere, and/or charged in a multi-unit recharger at a school.

Allocation of multi-unit recharger stations will be based on school size, and districts will be able to work with MLTI to optimize the number of stations per location. These charging stations will accommodate up to five batteries at one time, and spare batteries for use with the supplied stations will be included.

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Wireless Network

Included in the MLTI service is a new wireless infrastructure that is optimal for supporting 1:1 initiatives. HP and ENA, in collaboration with the Department, will provide a fully managed wireless service that includes all new access points, Power over Ethernet switches, high capacity bandwidth between the local area network and the wireless network, as well as all necessary wireless site surveys, design, and implementation. The MLTI wireless service also includes on-line reporting and custom security and network configurations for each school, so that the wireless service can best fit the 1:1 and other digital learning initiatives of each district.

The MLTI wireless service includes high capacity wireless coverage for all classrooms and instructional areas as well as for gymnasiums, auditoriums, cafeterias, libraries and administrative areas, including the main office of each school. The service is tuned to provide excellent coverage for the HP personal computing device, but the service also allows guest or BYOD access for any standards-based wireless LAN device. Beyond the initial implementation, all ongoing design, support, monitoring and maintenance, including replacement of any degraded or failed components, is included in the service.

The wireless service provided by MLTI utilizes ENA's highly available, geographically redundant datacenters for cloud-based wireless management and control. Each MLTI wireless implementation is designed to function seamlessly with the local area network. Service includes upgraded switches and 10/100/1000 Mbps handoffs, greatly increasing throughput between the WLAN and local area network.

Wireless service includes:

Wireless Network Equipment

- Wireless access points and switch gear with mesh networking and controller-less architecture for industry leading uptime and auto-recovery.
    - Full 802.1a/b/g/n 2.4Ghz and 5Ghz wireless networking
    - 2x2x2 and 3x3x3 MIMO spatial streams
    - Power over Ethernet (POE) capable (802.3af) Ethernet ports
    - Enterprise-class gigabit switching with on-demand provisioning

- Connectivity
    - CAT 5e cabling for seamless integration to customer's LAN
    - Singular or multiple 1Gbps connections between wireless infrastructure and Local Area Network (LAN)
    - Power over Ethernet (PoE) and wired Ethernet connections
    - Full integration with customer's Local Area Network (LAN) for access to local resources such as printers and file servers as required

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Wireless Managed Service

The MLTI service model is an Infrastructure as a Service (IaaS) solution designed and optimized to provide a complete turnkey wireless networking solution.

- Help Desk with proactive monitoring, maintenance, recovery and replacement initiatives, available Monday through Friday, 6:00 a.m. to 10:00 p.m.
- Full design support, site survey, network mapping, integration testing, and installation of the managed wireless networking solution
- Automatic software updates to all ENA-owned components of the service
- All necessary wireless security, policy design, and on-boarding implementation
- Comprehensive online visibility for authorized technology staff, including:
    - Top Talkers
    - Specific utilization by username/device
    - Aggregated total wireless traffic utilization
    - Total wireless traffic utilization by SSID
    - Total wireless traffic utilization by frequency (2.4 GHz vs. 5 GHz)
    - Total unique users per SSID
    - Maximum concurrent users per SSID

Communication and Collaboration

The MLTI device is configured with standards-compliant wireless and wired network access. Students and teachers can connect to the Internet from home or other locations via the local ISP account, allowing schoolwork to be accessed outside of school hours.

Additionally, ClassLink's LaunchPad product is included with each HP MLTI device. LaunchPad is the student and teacher's personalized cloud desktop that gives access to schoolwork from anywhere, reinventing the experience of instructional technology. LaunchPad delivers access to files (both in the 3GB ClassLink storage area and for configured district- and school-based file servers), school software and powerful collaboration tools both within the school and when working outside the school.

Microsoft's cloud based service, Office 365 for Education, is included as part of HP's MLTI offering. Office 365 for Education will extend the power of Windows and Office Professional that will come on your new HP MLTI device by enabling Districts to create experiences that help students and teachers to easily connect with each other, collaborate on assignments and form new ideas all within a browser anytime and anywhere.

Each user will received a 25GB email/calendaring inbox, 7GB of synchronized storage, Office Web Apps for web-based collaboration of Office documents and an individual web presentation subscription (Lync) for IM, VOIP calls, Video calls and group discussion. Additionally, each District will receive up to 25TB of pooled storage to be allocated via the web administrator console by the District's I.T. team. Exchange Online, Lync Online, SharePoint Online, SkyDrive Pro and Office WebApps can be enabled at the District's discretion altogether, individually or any combination best suited to the District's needs.

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Warranty and Support

MLTI is including managed services, which cover the portable computing device for four years. This custom support and maintenance covers parts and labor in support of portable device under normal wear as well as coverage for defective units. To meet availability and timely replacement requirements this custom support is being accomplished by the use of "hot-spare replacement units" and a return to repair depot strategy. These hot-spare units will be supplied in the same configuration as the regular student devices. End user replaceable parts like keyboard, mouse, battery and power bricks will also be available to school districts. The primary 6-cell battery and replacement batteries carry a one-year limited warranty. The charging stations are covered under warranty as a part of the managed services supplied.

HP is providing multiple ways for portable computing devices to be updated and re-imaged. USB drives containing the current Master OS Image, as well as individual District customizations will be provided when manually updating devices, and each device is equipped with LabTech's remote monitoring and management system, which provides a more hands-free option. This cloud-based, over-the-air service continually monitors all managed devices and checks for relevant software updates that are then automatically applied to each machine. This dual system provides options when updating or installing software. It can be done manually by storing the software on the USB drive, or automatically by pushing software through the LabTech system directly and immediately onto the device, or the LabTech system can build the new software into the annual Base image to be incorporated when the device is next re-imaged.

Further technical support can be accessed through HP's Help Desk, available Mondays through Fridays, from 6:00 AM to 10:00 PM, at a toll-free number that will be provided to the local Technology Lead. This Technology Lead should be the first point of contact for students and teachers before the Help Desk is called to ensure coordination of resolution activities. Once a call has been put through, incidents that cannot be resolved remotely will be escalated to the appropriate support team and dealt with in a timely fashion. Any MLTI user may call the Help Desk, but escalations may only be initiated by the Technology Lead.

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HP 4440s Information

Dimensions
- Height: 1.10 inches (2.8 cm)
- Width: 13.35 inches (33.9 cm)
- Depth: 9.27 inches (23.5 cm)
- Weight: 4.85 pounds (2.20 kg) Teachers units
- Weight: 4.55 pounds (2.07 kg) Students units

Connections and expansion
- Security cable slot
- VGA Port
- RJ-45 Ethernet port
- HDMI Port
- (2) USB 3.0 ports
- (2) USB 2.0 ports
- Media card reader
- Audio line out
- Stereo microphone in

Communications
- Intel 6235 802.11 a/b/g/n 2x2 WiFi Adapter with Bluetooth Integrated Realtek RTL8151FH-CG 10/100/1000 NIC

Environmental Status Report
- ENERGY STAR qualified and EPEAT Gold
- This product is greater than 96.3% recycle-able when properly disposed of at end of life.
- This product does not contain any of the following substances in excess of regulatory limits (for reference of these limits please refer to the HP General Specification of the Environment) :
- Asbestos
- Certain Azo Colorants
- Certain Brominated Flame Retardants – may not be used as flame retardants in plastics
- Cadmium
- Chlorinated Hydrocarbons
- Chlorinated Paraffins
- Formaldehyde
- Halogenated Diphenyl Methanes
- Lead carbonates and sulfates
- Lead and Lead compounds
- Mercuric Oxide Batteries
- Ozone Depleting Substances
- Polybrominated Biphenyls (PBBs)
- Polybrominated Biphenyl Ethers (PBBEs)
- Polybrominated Biphenyl Oxides (PBBOs)
- Polychlorinated Biphenyl (PCB)
- Polychlorinated Terphenyls (PCT)
- Polyvinyl Chloride (PVC) – except for wires and cables, and certain retail packaging has been voluntarily removed from most applications.
- Radioactive Substances
- Tributyl Tin (TBT), Triphenyl Tin (TPT), Tributyl Tin Oxide (TBTO)

- Nickel finishes that release greater than 0.5 µgrams/cm2/week, measured according to EN 1811:1998, are not used on any product surface designed to be frequently handled or touched by users.

Display
14" diagonal LED-backlit HD anti-glare (1366 x 768)

Graphics and video support
- Intel HD Graphics 4000
- Extended desktop and video mirroring: Simultaneously supports full native resolution on the built-in display and up to 1920 by 1200 pixels on an external display, both at millions of colors
720p HD webcam

Video output options
- HDMI - Included
- VGA – Included

Input
- Full-sized spill-resistant keyboard
- Touchpad with gestures support, on/off button with LED indicator, two-way scroll, two pick buttons
- Separate launch buttons provide easy access to wireless on/off and HP Web Browser. Function keys provide control of features including: standby mode, display brightness, external display, HP Power Assistant, volume mute, volume down, volume up, and media control.

Audio
- SRS Premium Sound
- Integrated stereo speakers
- Integrated dual-microphone array
- Function keys for volume mute, volume up, volume down; play, rewind, and fast-forward of video and audio files
- Stereo headphone/line out
- Stereo microphone/line in

Processor and memory
- Intel® Core™ i3-3120M Processor, 2.50 GHz, 1600 MHz, 3 MB L3 Cache
- 4GB DDR3 PC3-10600 SDRAM, 1600 MHz

Storage
- 320GB 5400-rpm Serial ATA hard disk drive
- Student systems have no optical drive, Teachers will have 8x DVD+/-RW SuperMulti DL Drive
- transfer rate: 24X CD-ROM, 8X DVD, 24X CD-R, 24X CD-RW, 8X DVD+R, 8X DVD+RW, 8X DVD-R, 6X DVD-RW, 6X - DVD+R Dual Layer, 6X - DVD-R Dual Layer, 5X DVD-RAM

Battery and power
- HP 6-cell Lithium-Ion Battery (47 WHr)
- External 65W HP Smart AC Adapter
- Power cord included is 6-foot (1.8 meter)
- HP Fast Charge

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The following list of software titles are preloaded onto the MLTI devices. Additional software and applications are available at the Windows and Office Store if desired.

Windows 7 www.windows.microsoft.com	Microsoft's latest operating systems. Included with Windows are popular tools for the classroom such as; calculator with scientific, statistics, programmer and unit conversions, Snipping Tool, Photo and Video Galleries, ClearType, Sticky Notes, integrated desktop search and more. Future upgrades available under MLTI. Accessibility details may be found at: www.microsoft.com/enable
Office Professional 2013 www.office.microsoft.com	World's most widely used suite of desktop productivity applications. Future upgrades available under MLTI
Access	Desktop database
Word	Robust Word Processing application
Excel	Spreadsheet application consisting of commonly used formulas and data analysis tools teachers and students are expected to know how to use.
Lync	Instant Messaging, Presence, peer-to-peer audio/video calling, webinar engine for presentations and distance learning
PowerPoint	Presentation application
Publisher	Desktop publishing application with emphasis on page layout and graphic design
Outlook	Robert communications client for managing email, calendar, tasks, contacts, notes and journals trough unified interface. Also allows for shared calendar management, delegates, room scheduling, etc..
OneNote	Every student and teacher's digital notebook with endless pages! Free-form note taking application that captures handwritten notes, typed notes, audio notes, drawings, screen clips.
Office 365 for Education (Cloud Service) http://office.microsoft.com/en-us/academic/	Microsoft's cloud-based service that provides anywhere access to Office-based applications and Office-based servers via browser and mobile devices.
Exchange Online	Enterprise class messaging and calendaring systems that provides 25GB inbox for all users
Office Web Apps	'webified' companion to Office Professional rich client suite. Provides true fidelity viewing experience with core editing capabilities for Word, Excel, PowerPoint, OneNote and Outlook based files while enabling the user to freely share and collaborative, in real time in the documents with fellow students and/or colleagues all within the browser.
SharePoint Online	Classroom/teacher/team/department/school and/or

	student sites for online storage of documents, group collaboration and other portal needs. **Every tenant receives 10GB of pooled storage plus 500MB per user up to 25TB of total online storage**
Lync Online	Web conferencing for distance learning, connecting classrooms across the state or across the world, broadcasting school committee meetings and recording for on-demand viewing
SkyDrive Pro	Synchronize personal files across multiple devices and with the 'cloud'. Share files and folders with fellow students and co-workers. **Every users receives 7GB of online storage**
Internet Explorer www.microsoft.com/ie	Microsoft's latest web browser leveraging HTML 5 for rich, dynamic web experiences
Digital Learning Suite http://www.pil-network.com/	Packaged suite of 20 of the most popular teacher resources and classroom tools free for download via Microsoft's Partners in Learning network
Microsoft Movie Maker	Video editing offering ability to create, edit and publish videos in HD.
Microsoft Photo Gallery	Photo editing, organizing and sharing application
Microsoft Photosynth	Three dimension modeling of digital pictures leveraging pattern recognizing to create detailed, panoramic images allowing for intense zoom-in/zoom-out capabilities
Microsoft AutoCollage	Photomontage desktop application developed by Microsoft Research
Microsoft Songsmith	A musical accompaniment application for Windows that helps students 'find their spark'! Development by Microsoft Research Songsmith generates musical accompaniment after a voice is recorded.
Bing Maps for Office	Use location data from a given column and plot it on a Bing Map. Provides data visualization with ability to manipulate using Excel
Kodu	Visual Programming allowing children to program characters in a 3D world using rule-based system based on conditions and actions.
Microsoft Mathematics	Free download for Windows and plug in for Office that provides scientific and graphing calculator, unit converter, triangle solve and equation solver. Recipient of Award of Excellence from Tech & Learning Magazine
Math Worksheet Generator	Teachers can create their own Math worksheets using Word
Microsoft Chemistry Add-in for Word	Insert and modify chemical information, such as labels, formulas, and 2-D depictions, within Word. Create inline "chemical zones," and store and expose chemical information in a semantically rich manner

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Microsoft Worldwide Telescope	A state-of-the-art combination of software and Web services, Worldwide Telescope offers terabytes of high-resolution images, astronomical data, and guided tours that bring the universe to your fingertips.
Microsoft Dreamspark (Districts may register for free access and downloads) www.dreamspark.com	Microsoft Program that supports technical education by providing access to Microsoft software for learning, teaching and research purposes. With emphasis in support STEM-related curriculum Microsoft is providing all of its development tools for application, web, phone and gaming for free for classroom use and teaching.
Microsoft Systems Center Endpoint Protection http://www.microsoft.com/en-us/server-cloud/system-center/endpoint-protection-2012.aspx	Client-based management and security agent for virus and malware protection, detection and remediation.
Microsoft Windows Server Client Access License www.microsoft.com/windowsserver	License to access and utilization on premises Windows Servers for file/print, application, Active Directory and policy management
Microsoft Exchange Server Client Access License www.microsoft.com/exchangeserver	License to access on-premises Exchange server for email, shared calendaring, etc..
Microsoft Systems Center Configuration Manager Client Access License http://www.microsoft.com/en-us/server-cloud/system-center/configuration-manager-2012.aspx	License to access on-premises SCCM server for full client management.
Microsoft SharePoint Server Client Access License www.microsoft.com/sharepoint	License to access on premises SharePoint Servers for in-network 'my sites', collaboration sites and portals
Microsoft Lync Server Client Access License www.microsoft.com/lync	License to access on premises Lync Servers for secure IM, video conferencing, online meetings
GeoGebra	GeoGebra is free and multi-platform dynamic mathematics software for all levels of education that joins geometry, algebra, tables, graphing, statistics and calculus in one easy-to-use package.
SketchUp Pro	Developed for the conceptual stages of design, **SketchUp** is powerful software that allows for quick and easy 3D form creation. The result is a program that offers easy-to-use tools for students interested in architecture, construction, engineering, commercial interiors, light construction, landscape architecture, kitchen & bath design, urban planning, game design, film & stage, woodworking, and more.

Student Eligibility Guidelines

All full or part-time enrolled students at participating public schools in grades 7-12 are eligible to receive an MLTI device. Students who are partially or fully enrolled in a participating school, but receive some or all of their educational services in an alternate facility or program, should be issued a device from their enrolling school. Students in grades 9-12 are only eligible if the school is participating in the MLTI 1:1 program.

Some students' specific identified needs (typically outlined in an IEP and assessed through a formal needs assessment) may preclude the use of the MLTI device. In some instances the Department may be able to provide assistance to the school to acquire appropriate assistive technology. Schools should contact the MLTI Project Office directly when the MLTI device does not meet the needs of a student.

Staff Eligibility Guidelines

For participating 1:1 public 7-12th grade schools, the Department will provide devices to certain eligible staff members in each school. Please review the following guidelines to determine which of your school's staff are eligible to receive an MLTI device. The Department will not collect lists of eligible staff names, but participating schools should be prepared to provide that information at a later date if it becomes necessary for auditing purposes. For staff who are ineligible based on these guidelines, schools may elect to order devices at local cost:

- All certified teachers who teach 7th - 12th grade subjects including, but not limited to, mathematics, science, language arts, social studies, visual and performing arts, world languages, physical education, CTE teachers and/or special education teachers, are eligible to receive an MLTI device.
- All certified 7th - 12th grade principals, CTE directors, special education directors, deans, assistant principals, assistant CTE directors, assistant deans, guidance counselors, librarians, technology integrators, and literacy specialists are eligible to receive an MLTI device. Student teachers placed in a participating school in eligible roles as described in these guidelines are eligible for an MLTI device.
- Licensed or certified physical therapists, occupational therapists, and speech therapists employed by the SAU and who serve participating students are eligible for an MLTI device.
- At the SAU level, all superintendents, assistant superintendents, and curriculum directors/coordinators are eligible to receive an MLTI device.

Each participating school may request one additional device for technology support staff image and configuration testing. This device is not intended to be used as a personal workstation.

Collectively across a SAU, the SAU may request one additional device per 300 devices deployed (minimum of 1) for use by technology support staff including a district Technology Director. Devices allocated for eligible staff may not be redeployed to ineligible staff members.

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Participation and Funding Information

Participation in the MLTI for Maine public middle schools and high schools is optional. Any Maine approved school may participate in the MLTI. The Department of Education will provide funding support for Maine public middle and high schools (see below). All costs of the MLTI in excess of any available Department of Education contribution are the responsibility of the SAU/school.

Funding Support

Maine Public Middle Schools that implement an approved MLTI 1:1 solution for grades 7-8 will receive funding support from the Department of Education toward the cost of the MLTI up to the cost of implementing the MLTI Primary Solution (device and network seats) for all eligible students and staff. Costs in excess of the Department's contribution are the responsibility of the SAU.

Maine Public High Schools* (including the Town Academies) that implement an approved MLTI 1:1 solution will receive funding support from the Department of Education toward the cost of the MLTI up to the cost of implementing the MLTI Primary Solution for eligible teachers (device seats) and the wireless network (based on eligible student and staff seats). Costs in excess of the Department's contribution are the responsibility of the SAU/school.

Maine Career and Technical Education Centers (CTE) will receive funding support from the Department of Education toward the cost of the MLTI up to the cost of implementing the MLTI Primary Solution for eligible teachers (device seats) and the wireless network (based on eligible student and staff seats). Since CTEs are not the primary enrollment for its students, the CTE is not required to implement a 1:1 program for its students.

- Maine Public High Schools must implement a 1:1 program for at least 50% of its students to receive funding support from the Department of Education. Additionally, high schools that do not implement a school-wide (9-12) 1:1 program must have its school board approve a resolution that ensures that the SAU and school board intends to seek funding to support expanding the 1:1 program to a school-wide program in the next fiscal year.

Please visit http://www.maine.gov/mlti/deployment to download a Cost Calculator spreadsheet that you may use to estimate your costs.

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Please visit http://www.maine.gov/mlti/deployment to submit your opt-in information including device numbers, contact information, and shipping details. Your online data submission will result in a downloadable document that includes this agreement that you will then need to sign and return to the Department of Education via Fax 877-494-MLTI (6584) or mail:

Department of Education
State House Station 23
Augusta, ME 04333-0023
ATTN: MLTI PROJECT OFFICE

MLTI Participation Agreement

1. SAU agrees to deploy the MLTI devices in a 1:1 fashion that provides every individual student a personal digital device to support his/her individual learning needs.
2. SAU agrees to host annual parent meeting(s) to orient parents on the program, goals, and expectations.
3. SAU agrees to address how MLTI will support its school and district goals in its Board-approved technology plan.
4. SAU agrees to implement and publish on its web site Board-approved policies and procedures that allow students to take the devices home to support his/her learning.
5. SAU agrees to implement and publish on its web site its Board-approved Acceptable Use Policy.
6. SAU agrees that any fee-based programs associated to MLTI (i.e. device protection plans) will be Board-approved and published on its web site.
7. SAU agrees to provide to the Department the URLs for its Board-approved MLTI-related policies (#4-6)
8. SAU agrees to implement a Digital Citizenship and Internet Safety programs (i.e. Common Sense Media).
9. SAU agrees that Principals and/or Superintendents will participate in annual Department-sponsored professional development.
10. SAU agrees to support teacher participation in ongoing Professional Development.
11. SAU agrees to take take part in studies, surveys, etc. related to the MLTI.
12. SAU understands that all devices are leased by the State of Maine and agrees to maintain the equipment in good working order.
13. SAU understands that payments made (as applicable) are to reimburse the Department for the cost of participating in the program, and are not considered payments toward ownership of any equipment provided by MLTI.
14. SAU understands that the Department may make available to schools the opportunity to purchase equipment at the conclusion of the Department's lease if possible, but that the Department may elect to return equipment if it is in the best interest of the State.
15. SAU agrees that it will not install unlicensed software.
16. SAU agrees not to violate the manufacturer's warranty and MLTI support program (i.e. repair devices using unauthorized methods, parts, or providers, alter or modify the installed wireless network for the term of the agreement).
17. SAU agrees to use the MLTI repair depot or locally employ certified technicians and abide by self-service account rules established by the vendor for all warranty and out-of-warranty repairs of MLTI devices.

18. SAU agrees to submit monthly reports detailing all repairs to the Department for all self-service repairs.
19. SAU understands that failing to return defective replacement parts in a reasonable timeframe can result in late fees and parts replacement costs. SAU agrees to pay late fees and replacement costs.
20. SAU agrees to include the MLTI equipment on its building catastrophic loss insurance plan.
21. SAU agrees to maintain accurate online asset records using the MLTI online asset management solution.

By signing below, you are acknowledging that you have read and understand the information in this packet. Additionally, you are accepting the responsibilities as outlined above for each participating school in the SAU to participate in the Maine Learning Technology Initiative for the school year beginning in the Fall of 2013 and ending in the Spring of 2017. Finally, you are approving and agreeing to pay the Department any applicable costs as calculated in this packet.

_____   _____
Superintendent Signature   Date

DO NOT PRINT THIS DOCUMENT FOR SIGNATURE. PLEASE COMPLETE THIS PROCESS ONLINE AT:

http://www.maine.gov/mlti/deployment

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